5179944/2021/CS-I-FCS01

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Civil Supplies – De-Centralized Procurement – Policy for Kharif Marketing Season 2021-22 – Orders – Issued.

CONSUMER AFFAIRS, FOOD & CIVIL SUPPLIES (CS.I) DEPARTMENT

G.O.Ms. No. 10 **Date:09-11-2021.**

Read the following:

1. A.P. Rice Procurement (Levy) Order, 1984.
2. MoU with GOI on De-Centralized Procurement communicated with GOI lr.No.4(3)/2015-Py.I, dt.17.09.2020 from the Under Secretary to GOI, Dept. of Food & Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution, New Delhi.
3. G.O.Ms.No.19, CA, F& CS (CS.I) Dept. dt.29.10.2020.
4. GOI Lr.No.8-4/2021-S&I, dt.20.09.2021 from the Assistant Director, Dept. of Food & Public Distribution, M/o CA, F & PD, New Delhi.
5. G.O.Ms.No.9, CAF & CS (CS.I) Dept., dated 19.10.2021.
6. Meeting of Group of Ministers held on 27.10.2021 and 2.11.2021.
7. From CCS letter No. Proc. 1/219/2021, Dated 07.11.2021.

-:o:-

ORDER:

As per the AP Rice Procurement (levy) Order, 1984 rice required for Public Distribution and Other Welfare Schemes was procured through mill levy from the millers/ traders. Levy system was continued up to KMS 2014-15.

2. In order to ensure payment of Minimum Support Price (MSP) for paddy to the farmers and to avoid exploitation of farmers by any intermediaries and acquire self-sufficiency in procuring rice for Targeted Public Distribution System (TPDS) and Other Welfare Schemes (OWS). Accordingly, Decentralized Procurement (DCP) has been taken up in the State w.e.f. 1st October 2015.

3. A Memorandum of Understanding (MoU) was executed with the Govt. of India on Decentralized Procurement (DCP) Scheme. As per the DCP scheme the State Govt./ its agencies shall procure Paddy from the farmers, custom mill the paddy and retain the resultant raw rice to the extent required for TPDS and OWS as per allocation made by the Central Government and handover the excess stocks to the FCI for Central pool operations.

4. Govt. of AP has been taking several initiatives to benefit the farmers. In this context, Government has constituted a Group of Ministers (GoM) to suggest measures for improvement of paddy procurement process. GoM has recommended the following measures for improvement of the Paddy procurement operations:

a. All necessary measures shall be taken to ensure payment of 100% MSP to farmers.
b. Paddy Procurement Centers (PPCs) shall be established at all paddy growing Rythu Bharosa Kendras (RBKs) across the state for the easy access of the farmers. Procurement Support Agencies (PSAs) will be engaged to run the paddy procurement operations by PPCs at RBKs.
c. Procurement of paddy shall be done on the basis of e-Crop and eKYC data of Agriculture Department. There will not be a separate registration of paddy farmers in paddy procurement portal as like KMS 2020-21. As per directions of Agriculture Department, Village Agri Asst (VAA) has to register all paddy growing farmers including tenants/sharecroppers before the commencement of procurement.
d. If quality of paddy is in adherence to Fair Average Quality (FAQ) norms, paddy shall be procured immediately. If paddy quality is not in conformity to FAQ norms, technical staff of the PPC shall sensitize and request farmers to bring the paddy to the FAQ norms by drying etc. and rescheduling of paddy purchase.
e. Aadhar based payment shall be made to farmers based on eCrop and eKYC data shared by Agri. Dept within 21 days of the procurement.

5. In the G.O. 6th read above, the APSCSCL and AP MARKFED shall function as State Level Procurement Agencies from the KMS 2021-22. AP MARKFED is appointed as an additional agency for paddy procurement for the KMS 2021-22 (G.O No. 9). The AP MARKFED in association with the APSCSCL would be responsible for the operations in three districts of Srikakulam, Vizianagaram and Vishakhapatnam for the present KMS 2021 season. APSCSCL will take up the paddy procurement operations Kharif season in KMS 2021-22 in all the remaining 10 districts in the state. AP MARKFED shall take up paddy procurement operations from farmgate to mill gate in above mentioned three districts. APSCSCL shall be responsible for milling and distribution in these three districts. For the rest of 10 districts, APSCSCL shall be responsible for paddy procurement from farmgate to mill gate and milling & distribution.

6. The Minimum Support Prices (MSP) for FAQ paddy fixed by Government of India for the KMS 2021-22 are as follows.

I. Grade "A" Rs.1,960/- per quintal
II. Common: Rs.1,940/- per quintal

7. In the reference 4th read above, the Government of India has fixed the Uniform specifications for paddy and rice fixed by the GOI are enclosed **(Annexure-I and Annexure-II)**.

8. The estimated paddy procurement in Kharif Season 2021-22 is 50.00 LMTs (approx.). The VC & MD, APSCSCL has furnished detailed Standard Operating Procedures (SOPs) for paddy procurement operations.

9. The millers may also purchase FAQ paddy at a price not less than the MSP and they shall invariably make payment to the farmers directly to the bank accounts of farmers through NEFT/RTGS or A/c payee cheques and has to maintain relevant registers as per guidelines.

10. The millers shall maintain the details of paddy purchased, rice produced, sold, balance stock available in the mills etc., duly computerized in real time in form 'A' and 'B' registers prescribed in the A.P. Rice Procurement (Levy) Order, 1984 and make all information available online for verification.

11. The Rice Millers shall undertake custom milling of paddy procured by the State Government / its Agencies (APSCSCL & AP MARKFFED), as per the agreed terms and conditions and at the rates and norms fixed by the Government of India as stipulated in Clause 9(1) of the A.P. State Procurement (Levy) Order, 1984. The rice millers shall commence milling of paddy received from the PPCs within a week from the date and time of receipt and shall complete custom milling of paddy and deliver the resultant rice, within 15 days, either as raw rice or boiled rice to the APSCSCL / FCI as prescribed by the Government or the APSCSCL for the paddy handed over by the APSCSCL / AP MARKFED.

12. The miller shall not purchase and recycle the PDS rice for delivery as Custom Milled Rice. CMR shall not be used or cause to be used for sale in the open market in the guise of non PDS rice/super fine rice or export to the other countries either by reconditioning or changing the bags, etc. Violation of this condition shall attract the meaning of Mischief under Sec.425 of Indian Penal Code, (45 of 1860) and the miller shall be liable for criminal action by imposing Prevention of Damage to Public Property Act, 1984, and Andhra Pradesh Revenue Recovery Act, 1864, to recover the CMR dues equivalent penal value besides black listing.

13. The miller shall furnish the bank guarantee at 1:1 ratio equivalent to the paddy value for allotment of Government paddy for custom milling and delivery of CMR. If the miller fails to deliver the CMR within the stipulated time, after giving notice to the defaulted miller, the corporation is at liberty to invoke the Bank Guarantee submitted by him.

14. The District Collectors and Collectors (CS) shall review the entire process of paddy procurement and custom milling operations regularly and take all necessary actions against the rice millers, who fail to do custom milling of paddy procured by the A.P. State Civil Supplies Corporation Limited. The millers are liable for prosecution, blacklisting etc, if they fail to deliver, misappropriation of paddy / CMR etc,.

15. The Government of Andhra Pradesh has ordered to distribute good quality sortex rice in the state with improved specifications. Therefore, rice milers shall deliver two types of CMR as Sortex CMR and non Sortex CMR.

I. The FAQ Specifications prescribed by GoI for **non-Sortex** CMR to be delivered to the FCI are **(annexure-II)**.

S. No	Refractions	FAQ Specifications	
		Grade A	Common
1	Brokens	25.00	25.00
2	Foreign Matter	0.50	0.50
3	Damaged	3.00	3.00
4	Discolored Grains	3.00	3.00
5	Chalky Grains	5.00	5.00

6	Red Grains	3.00	3.00
7	Admixture of lower Class	6.00	0.00
8	De-husked Grains RR/BR	13.00	13.00
9	Moisture Content RR/BR*	14.00	14.00

*Moisture Content permitted up to 15.00 with full value cut.

II. **Sortex quality** rice to be delivered to the APSCSCL for PDS/ OWS **(Annexure-III)**

S. No	Refractions	Sortex quality with improved Specifications	
		Grade A	Common
1	Brokens*	15.00	15.00
2	Foreign Matter	0.00	0.00
3	Damaged #/Slightly Damaged &Discolored grains	1.50	1.50
4	Chalky Grains	1.00	1.00
5	Red Grains	3.00	3.00
6	Admixture of lower Class	6.00	0.00
7	De-husked Grains	10.00	10.00
8	Moisture Content @	14.00	14.00
9	FRK (Fortified Kernel)	For procurement of Fortified Rice stocks, 1% of FRK (W/W) should be blended with normal Rice stocks.	

- Not more than 0.60% by weight shall be small brokens.
- Damaged/Slightly damaged / Pinpoint damaged / discolored grain is allowed only for the varieties i.e., NLR 34449, NLR 145 and BPT varieties up to 3%. However, it is clarified that, other than pinpoint damage, Damaged/Slightly damaged/ discolored grains should not exceed 1.5 %.
- Rice can be procured with moisture content up to a maximum limit of 15% with value cut. There will be no value cut up to 14%. Between 14% to 15% moisture, value cut will be applicable at the rate of full value.

➢ **Incentive to Sortex Millers**:

- As per GO MS No.15, dtd.15.12.2019, compensation at Rs.600/-(Rupees six hundred only) per MT will be paid to the millers towards sortex charges for the CMR delivered to APSCSCL without any Government subsidy towards electricity.

- Further, APSCSCL will reimburse Rs.500/- (Rupees five hundred only) against every MT for reduction of brokens from 25% to 15%.

16. As per GOI orders, a Centrally Sponsored Pilot Scheme "Fortification of Rice and its Distribution under PDS" has been taken up in Vizianagaram district. Fortified rice with added micronutrients, iron, folic acid & vitamin B12, shall be distributed in Vizianagaram District. In addition to the PDS distribution in Vizianagaram district, the scheme has been extended to cover beneficiaries under ICDS and MDM schemes in all the districts of state from June 2021 and to the FCI for central pool as prescribed by the GOI. The VC & MD., APSCSCL shall take further action for procurement of Fortified Rice from the millers in the State.

17. The District Collectors shall constitute a District Procurement Committee with the Joint Collector (RB&R) as Chairman with District Level Officials of all connected departments, namely, Agriculture, Marketing, Cooperative, Civil Supplies, Transport, DRDA, ITDA, I & PR, Warehousing Agencies (CWC, SWC), Procurement Agencies (FCI, APSCSCL) and also Sub-Collectors / RDOs as members to coordinate and decide on all the activities and monitor the work on day-to-day basis as per the SOP.

18. The District Supply Officers shall tag the PPCs at RBKs for shifting of paddy procured to the nearest rice mills. Paddy shall be allotted to the rice mills for custom milling and delivery of CMR strictly as per the milling capacity of rice mills and obtain MOU from the designated rice mills in the prescribed format along with Bank Guarantees at paddy Cost in 1:1 ratio and handover the same to DM, CSC to for safe custody and further monitoring / renewing its validity.

19. The District Collectors shall ensure that the enforcement officials and any other teams constituted for the purpose of monitoring paddy procurement and milling operations shall inspect the rice mills periodically to ensure that the paddy handed over for custom milling is stored under proper conditions, milling of paddy, delivery of CMR, balance stock available etc., and to take immediate action if any discrepancy is noticed. If any shortage in stocks is found, the miller is liable to pay one and half time (1 ½) the value of CMR in shortage and also liable for criminal action for criminal breach of trust and misappropriation of Govt. stocks under section 405, 420 of IPC, etc.

20. The enforcement officials shall inspect the rice mills to verify the power consumption, working period of the mills, rice produced, A and B registers etc., so as to find out whether any PDS rice was recycled / misused by the mills and take necessary action as per the provisions of the APRP (Levy) Order, 1984 and the Andhra Pradesh State Targeted Public Distribution System (Control) Order, 2018 in respect of recycling, diversion and other wise mis-utilization of the PDS rice.

21. All the raw rice consignments shall be subjected to another test i.e. mixed indicator method for determination of age of milled raw rice stocks. As per instructions in vogue, a sample shall be drawn from the offered consignment and analyzed in terms of FAQ specifications of GoI. If it is found conforming to the prescribed specifications, the samples would be tested through mixed indicator method. In case the color of the reagent comes out to be green/avocado green, the consignment would be accepted and any other color like yellow, yellow orange & orange would be rejected terming the stock as 'Not freshly Milled'.

22. Detailed Standard Operating Procedure (SOP) are enclosed herewith as **Annexure-IV** and this SOP shall be read as part of this GO. The VC & MD., APSCSCL shall take further action for smooth and uninterrupted procurement of paddy / CMR.

23. The Government or the Commissioner of Civil Supplies may issue further guidelines or orders from time to time to ensure uninterrupted procurement of paddy and delivery of CMR as per requirement.

24. A copy of this order is available at apegazette.cgg.gov.in.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

M. GIRIJA SHANKAR
EX-OFFICIO SECRETARY TO GOVERNMENT

To

1. The Commissioner of Civil Supplies, A.P., Vijayawada.
2. The Commissioner of Agriculture, AP, Guntur.
3. The VC & MD, A.P. State Civil Supplies Corporation Limited, Vijayawada.
4. The VC & Managing Director, AP MARKFED, Vijayawada.
5. All District Collectors.
6. The General Manager (A.P.), Food Corporation of India, Vijayawada.
7. The Commissioner for Cooperation and RCS, AP, Guntur.
8. The Chief Executive Officer, SERP, Vijayawada.
9. All the Joint Collectors (RBR & EOEDs, APSCSCL)
10. All the District Supply Officers / DMs, APSCSCL / DMs, AP MARKFED.

Copy to:

1. The Secretary to Govt. of India, Min. of Consumer Affairs, Food & Public Distribution, Dept., of Food & Public Distribution, Krishi Bhavan, New Delhi.
2. The Director General, Vigilance and Enforcement Dept, A.P., Vijayawada.
3. The Principal Secretary to Govt., Revenue (CT), Dept, A.P.
4. The Spl CS to Govt., A& C Dept & Chief Commissioner of RBKs, A.P.
5. The Principal Secretary to Government, Agriculture, Mktg & Coop. Dept.,
6. The Managing Director, A.P. State Warehousing Corporation. Ltd, Vijayawada.
7. The Regional Manager, Central Warehousing Corporation, Hyderabad.
8. The Commissioner & Director of Marketing, A.P., Guntur.
9. The Commissioner, Transport, A.P., Vijayawada.
10. The Commissioner, I & PR, A.P., Vijayawada.
11. The Secretary(SAR) to Hon'ble Chief Minister.
12. The Addl Secy (MDR) to Hon'ble Chief Minister.
13. The P.S. to Hon'ble Minister for CA,F & Civil Supplies, A.P.
14. The P.S to Hon'ble Minister for Agriculture and Marketing , A.P.
15. The P.S to Hon'ble Minister for Finance, Planning and CT, A.P.
16. The P.S. to Hon'ble Minister for Housing, A.P.
17. The President, Rice Millers Association, A.P.,
18. SF/ SC.

// FORWARDED :: BY ORDER //

SECTION OFFICER.

:: A N N E X U R E – I ::

UNIFORM SPECIFICATION OF ALL VARIETIES OF PADDY
(KHARIF MARKETING SEASON 2021-22)

(GOI Lr.No.8-4/2021-S&I, dt.20.09.2021 of the Asst.Director, Ministry of CA, F & PD, Dept. of F & PD, Krishi Bhavan, New Delhi.)
Paddy shall be in sound merchantable condition, dry, clean, wholesome of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, Argemone maxicana, Lathyrus sativus (Khesari) and admixture of deleterious substances.

Paddy will be classified into Grade 'A' and Common groups.

Schedule of specification

Sl. No.	Refractions	Maximum Limits (%)
1.	Foreign matter a) Inorganic b) Organic	 1.0 1.0
2.	Damaged, discolored, Sprouted and weevilled grains	5.0*
3.	Immature, Shrunken and shrivelled grains	3.0
4.	Admixture of lower class	6.0
5.	Moisture content	17.0

* Damaged, sprouted and weevilled grains should not exceed 4%.

N.B.

(i) The definitions of the above refractions and method of analysis are to be followed as per BIS 'Method of analysis for foodgrains' Nos. IS: 4333 (Part-I) 1996, IS: 4333 (Part-II), 2002 and 'Terminology for foodgrains' IS: 2813 – 1995, as amended from time to time.

(ii) The method of sampling is to be followed as per BIS method for sampling of Cereals and Pulses IS: 14818-2000 as amended from time to time.

(iii) Within the overall limit of 1.0% for organic foreign matter, poisonous seeds shall not exceed 0.5% of which Dhatura and Akra seeds (Vicia species) not to exceed 0.025% and 0.2% respectively.

M. GIRIJA SHANKAR
EX-OFFICIO SECRETARY TO GOVERNMENT

:: A N N E X U R E – II ::

UNIFORM SPECIFICATION FOR GRADE 'A' & COMMON RICE
(KHARIF MARKETING SEASON 2021-22)

Rice shall be in sound merchantable condition, sweet, dry, clean, wholesome, of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, admixture of unwholesome poisonous substances, Argemone maxicana and Lathyrus sativus (Khesari) in any form, or colouring agents and all impurities except to the extent in the schedule below. It shall also conform to prescribed norms under Food Safety & Standards Act, 2006 / Rules prescribed here under

SCHEDULE OF SPECIFICATION

S.N	Refractions		Maximum Limit (%)	
			Grade 'A'	Common
1	Brokens *	Raw	25.0	25.0
		Parboiled/Single parboiled rice	16.0	16.0
2	Foreign Matter **	Raw/Parboiled/Single parboiled rice	0.5	0.5
3	Damaged # / Slightly Damaged grains	Raw	3.0	3.0
		Parboiled / Single parboiled rice	4.0	4.0
4	Discolored Grains	Raw	3.0	3.0
		Parboiled / Single parboiled rice	5.0	5.0
5	Chalky Grains	Raw	5.0	5.0
6	Red Grains	Raw/Parboiled/ Single parboiled rice	3.0	3.0
7	Admixture of Lower Class	Raw/Parboiled/ Single parboiled rice	6.0	--
8	Dehusked Grains	Raw/Parboiled/ Single parboiled rice	13.0	13.0
9	Moisture content @	Raw/Parboiled/ Single parboiled rice	14.0	14.0

* Not more than 1% by weight shall be small brokens.
** Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.
# Including pinpoint damaged grains.
@ Rice (both Raw & Parboiled/Single Parboiled) can be procured with moisture content upto maximum limit of 15% with value cut. There will be no value cut upto 14%. Between 14% to 15% moisture, value cut will be applicable at the rate of full value.

NOTES APPLICABLE TO THE SPECIFICATION OF GRADE 'A' AND COMMON VARIETIES OF RICE

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard "Method of analysis for

Foodgrains" No's IS: 4333 (Part-I) 1996 and IS: 4333 (Part - II) 2002" Terminology for Foodgrains" IS: 2813 - 1995 as amended from time to time. Dehusked grains are rice kernels whole or broken which have more than ¼ of the surface area of the kernel covered with the bran and determined as follows: -

ANALYSIS PROCEDURE:
Take 5 grams of rice (sound head rice and brokens) in a petri dish (80X70 mm). Dip the grains in about 20 ml. of Methylene Blue solution (0.05%by weight in distilled water) and allow stand to for about one minute. Decant the Methylene Blue solution. Give a swirl wash with about 20 ml of dilute hydrochloric acid (5% solution by volume in distilled water). Give a swirl wash with water and pour about 20 ml. of Metanil Yellow solution (0.05% by weight in distilled water) on the blue stained grains and allow to stand for about one minute. Decant the effluent and wash with fresh water twice. Keep the stained grains under fresh water and count the dehusked grains. Count the total number of grains in 5 grams of sample under analysis. Three brokens are counted as one whole grain.

CALCULATIONS:

$$\text{Percentage of Dehusked grains} = \frac{N \times 100}{W}$$

Where N = Number of dehusked grains in 5 grams of sample
W = Total grains in 5 grams of sample.

2. The Method of sampling is to be followed as given in Bureau of Indian Standard "Method of sampling of Cereals and Pulses" No IS: 14818- 2000 as amended from time to time.

3. Brokens less than $1/8^{th}$ of the size of full kernels will be treated as organic foreign matter. For determination of the size of the brokens average length of the principal class of rice should be taken into account.

4. Inorganic foreign matter shall not exceed 0.25% in any lot, if it is more, the stocks should be cleaned and brought within the limit. Kernels or pieces of kernels having mud sticking on surface of rice, shall be treated as Inorganic foreign matter.

5. In case of rice prepared by pressure parboiling technique, it will be ensured that correct process of parboiling is adopted i.e., pressure applied, the time for which pressure is applied, proper gelatinization, aeration and drying before milling are adequate so that the colour and cooking time of parboiled rice are good and free from encrustation of the grains.

STANDARDS OF RICE FOR ISSUE TO STATE GOVERNMENTS / UT ADMINISTRATIONS FOR DISTRIBUTION UNDER TPDS AND OTHER WEFARE SCHEMES.

Guidelines for issue/disposal of wheat and rice have been issued vide Department letter No.8-2/98-DR III dated 27.01.1998 and 13.11.1998. Gist of standards of rice for issue to State/UTs for distribution under TPDS and OWSs alongwith updated illustrations for KMS 2018-19 is as under:

1. Ready issuable stocks are fit for human consumption which should conform the standards of Food Safety and Standards Act, and Rule framed there under.

2. Rice stocks falling within A, B & C categories (categorization is based on damaged and discoloured grains) conforming to food safety norms and free from insect infestation are ready stocks. Ready stocks may be issued under TPDS and OWSs provided the refractions in respect of broken grains, chalky grains, red grains and dehusked grains are upto 20% in excess of the uniform specifications.

Illustration of maximum permissible parameters of ready to issue stocks of rice based on uniform specifications for KMS 2018-19 is as under:

S.No	Refractions		Maximum limit (%) as per uniform specifications for Grade 'A' & Common	Maximum permissible limit (%) for Grade 'A' & Common
1	Damaged/Slightly damaged/Pinpoint Damaged Grains	Raw	3	5
		Parboiled/Single parboiled rice	4	5
2	Discoloured grains	Raw	3	7
		Parboiled / Single parboiled rice	5	7
3	Broken	Raw	25	30
		Parboiled / Single parboiled rice	16	19
4	Chalky Grains	Raw	5	6
5	Red Grains	Raw/Parboiled/ Single parboiled rice	3	4
6	Dehusked Grains	Raw/Parboiled/ Single parboiled rice	13	16
7	Foreign Matter	Raw/Parboiled/ Single parboiled rice	0.5	1.0

M. GIRIJA SHANKAR
EX-OFFICIO SECRETARY TO GOVERNMENT

:: A N N E X U R E – III ::

SORTEX QUALITY CMR WITH IMPROVED SPECIFICATIONS FOR ACCEPTANCE OF APSCSCL FOR KMS 2021-22

Sl.No	Refractions	Maximum Limits (%) RAW RICE	
		Grade A	Common
1	Brokens *	15.00	15.00
2	Foreign Matter	0.00	0.00
3	Damaged# /Slightly damaged grains / Discoloured	1.50	1.50
4			
5	Chalky	1.00	1.00
6	Reds	3.00	3.00
7	Admixture	6.00	0.00
8	Dehusked	10.00	10.00
9	Moisture content (without value cut) **	14.00	14.00
9	FRK (Fortified rice kernel)	In case of procurement of fortified rice stock ,1% of FRK(W/W) should be blended with normal rice stock.	

Note:

- *Not more than 0.60% by weight shall be small brokens.
- ** Full Value cut above 14% up to 15%.
- # including pinpoint damage

- **Incentive to Sortex Millers**:

  - As per GO MS No..15, dtd.15.12.2019, compensation at Rs.600/- (Rupees six hundred only) per MT will be paid to the millers towards sortex charges for the CMR delivered to APSCSCL without any Government subsidy towards electricity.

  - Further, APSCSCL will reimburse Rs.500/-(Rupees five hundred only) against every MT for reduction of brokens from 25% to 15%.

M. GIRIJA SHANKAR
EX-OFFICIO SECRETARY TO GOVERNMENT

:: A N N E X U R E – IV ::

Standard Operating Procedure (SOP) for Paddy Procurement KMS 2021-22

1. Introduction:

In order to ensure payment of Minimum Support Price (MSP) for paddy to the farmers and to avoid unfair trade practices by the intermediaries and to acquire self-sufficiency in procuring rice for Targeted Public Distribution System (TPDS) and Other Welfare Schemes (OWS), the Govt. of India has abolished procurement of rice under levy system and directed to take up Decentralized Procurement (DCP). Accordingly, Decentralized Procurement (DCP) has been taken up in the State w.e.f. 1st October 2015. Govt. of Andhra Pradesh has taken several measures for the improvement of paddy procurement process to benefit the farmers at each stage of paddy procurement operations.

1.1. Role of District Collectors

District Collectors shall constitute a District Procurement Committee with the Joint Collector (RB&R) as Chairman with District level officials of all connected namely, Agriculture, Marketing, Cooperative, Civil Supplies, Transport, DRDA, ITDA, I & PR, Warehousing Agencies (CWC, SWC), Procurement Agencies (FCI, APSCSCL) and also Sub-Collectors / RDOs as members to coordinate and decide on all the activities and monitor the work on day-to-day basis as per the operational guidelines.

District Collectors shall review the preparedness for paddy procurement process in KMS 2021-22 with all concerned officers and take all required measures to ensure smooth paddy procurement operations by PPCs at RBKs. District Collector shall take necessary measures to ensure payment of 100% MSP to all paddy growing farmers in the districts. They shall extend full support to ensure all required arrangements are available at PPCs at RBKs for easy access and convenience to farmers. They shall prepare advance planning to meet any unforeseen challenges in case of natural calamities and ensure that the plan is implemented properly.

District Collector shall conduct regular review meetings and field inspections to ensure hassle-free procurement process, milling, storage, transportation, and distribution. They shall take stringent action against anyone who involves in wrongdoing during procurement operations.

1.2. MSP of Paddy

The Minimum Support Prices for Paddy as communicated by the Govt. of India for the year of 2021-22 are Rs.19,400/MT and Rs.19,600/MT for Common Variety and Grade 'A' Variety respectively.

To ensure majority of farming community gets benefitted from the MSP, district wise indicative procurement estimates are arrived based on the potential paddy production in the districts.

1.3. Paddy procurement estimates for KMS 2021-22

It is estimated that approximately 50.00 LMT of paddy will be procured in Kharif season of KMS 2021-22. The month wise estimated Paddy procurement is

No	Months	Estimated procurement (MTs)
1	21-Nov	1,75,476
2	21-Dec	14,34,775
3	22-Jan	16,74,434
4	22-Feb	10,18,459
5	22-Mar	6,96,421
6	Total	50,00,000

Rabi season details will be available and communicated after receiving sowing / production estimates of Rabi paddy in March,2022.

2. Role of State Level Procurement Agencies (APSCSCL and AP MARKFED):

The APSCSCL and AP MARKFED shall function as State Level Procurement Agencies from the KMS 2021-22. AP MARKFED is appointed as an additional agency for paddy procurement for the KMS 2021-22 (G.O No. 9, dated 19.10.2021). The AP MARKFED in association with the APSCSCL would be responsible for the operations in three districts of Srikakulam, Vizianagaram and Vishakhapatnam for the present kharif season of KMS 2021 season. APSCSCL will take up the paddy procurement operations for KMS 2021-22 in all the remaining 10 districts in the state. Decision will be taken as per orders of the Govt. regarding procurement of paddy by AP MARKFED during Rabi season 2021-22.

AP MARKFED shall take up paddy procurement operations from farmgate to mill gate in above mentioned three districts. APSCSCL shall be responsible for milling and distribution in these three districts. For the rest of 10 districts, APSCSCL shall be responsible for paddy procurement from farmgate to mill gate and milling & distribution.

Further, the Standard Operating Procedures (SOPs) and paddy procurement system shall remain common for all districts in the state by AP MARKFED and APSCSCL, to avoid any confusion and to have uniform system across the state.

3. Role of Paddy Procurement Centers (PPCs) at Rythu Bharosa Kendras (RBKs):

One Paddy Procurement Center (PPC) shall be established at each paddy growing RBK. PPCs at RBKs shall take up paddy procurement operations at farmgate. Procurement of paddy shall be done only on the basis of eCrop and eKYC shared by Agri. Dept. PPCs shall organize efficient & hassle-free procurement operations at the RBK level. PPCs at RBKs shall be categorized into 3 categories based on quantum of estimated paddy procurement as follows:

- Category A- Paddy procurement more than 2000 MTs
- Category B- Paddy procurement in between 1000 to 2000 MTs
- Category C- Paddy procurement less than 1000 MTs

This categorization shall remain the same and JCs (RB&R) have to identify and categorize the RBKs in the district into above mentioned categories. After the approval of JCs (RB&R), DM, APSCSCL/ AP MARKFED shall submit the approved list of categorized PPCs at RBKs with HO, APSCSCL / AP MARKFED.

4. Role of Paddy Supporting Agencies (PSAs):

Procurement Support Agencies (PSAs) shall be engaged to run PPCs at RBKs to take up paddy procurement operations in all the paddy procuring PPCs at RBKs. JCs (RB&R) shall identify and engage PSAs such as PACS and other agencies, who have paddy procurement experience in the past, to run PPCs at RBKs. PSAs with criminal cases, vigilance enquiries shall not be engaged as PSAs to run the PPC at RBK.

Responsibilities of PSAs: -

- To hire prescribed manpower in each PPC at RBK.
- To ensure positioning of procurement related infrastructure at each PPC at RBK such as equipments' and other materials.
- To arrange logistics such as used gunny bags for paddy packing, Hamalis for filling, weighing, stitching & loading of paddy at farmgate and facilitate timely transport for paddy shifting from farmgate to mill gate.
- To enter all procurement entries in the relevant system as instructed by APSCSCL/AP MARKFED and keep all records safe for further transactions.

Considering the past experiences and issues related to PSAs in handling of paddy procurement operations, the PSAs shall be regularly monitored and necessary measures to be taken to ensure efficiency in PSA's management and operations of paddy procurement. The PSAs shall support RBKs for the part of electricity and internet charges out of their commission.

5. Activities involved in the overall procurement process:

The entire operation has been divided into three phases – Pre procurement, Procurement and Post procurement activities. The total workflow is explained below.

i. Pre procurement activities:

- eCrop and eKYC details:
  - VAAs shall complete entry of farmer details in e-crop portal, field verification, completion of e-KYC before procurement season starts.
  - Agri Dept. shall take all necessary measures for integration of eCrop system and Paddy Procurement system in coordination with APSCSCL.
  - Agri. Dept shall provide information regarding RBK wise, variety wise data of cultivation area under paddy sown and production data, and RBK wise procurement schedule in advance.

- Preparedness for the procurement season: Identification of Paddy procuring RBKs, Mapping of one PPC to one paddy procuring RBK, mapping of the PSAs with the PPC at RBKs, mapping of mills with the PPCs at RBKs, arrangement of manpower for PPC at RBKs, training of the manpower to be involved in the procurement activities, mapping of Sortex mills with Sortex variety growing farmers and non Sortex mills with non Sortex growing farmers, Gunny collection from millers and FP Shops, arrangement of Hamalis, finalization of transport contractors for paddy transportation and CMR movement to godowns.

ii. Procurement activities:

- Activities at PPC at RBK: Registration of farmer, scheduling and coupon generation
- Activities at Farmgate by PPC staff: Quality testing of harvested paddy to be procured and procurement, weighing, stitching, packaging, and loading of the procured paddy.
- Paddy transportation: The transportation of procured paddy from the farmgate to the premises of mill by the appointed transport contractors/farmers.
- FTO and trucksheet generation: FTO and trucksheet generation by PPC staff and handover copy to farmers.

iii. Post Procurement activities:

- Activities at mill premises: Includes activities such as acknowledgement of the paddy by miller in the presence of ASO/RI at the mill gate
- CMR activities and distribution: Includes activities such as quality testing inside the mills, movement of the Sortex quality rice to APSCSCL godowns and non Sortex type rice to FCI godowns, Movement of sortex CMR to MLS point and FP Shops, and then doorstep delivery of the PDS through MDUs to the beneficiary.
- Farmer Payment: DM, APSCSCL to approve the paddy acceptance and raise bills to HO, APSCSCL within 24 hours and payment to farmers within 21 days into their bank account by HO, APSCSCL

6. Pre-procurement activities:

6.1. Publicity regarding the Procurement operations to farmers

The awareness materials on MSP, transportation charges, varieties and FAQ norms shall be prepared and given to all Agri Advisory Boards/VAAs/Volunteers to generate awareness among farmers. They shall visibly place the posters/pamphlets and shall hold the banners in the trucks used for transportation. This will ensure maximum spread of awareness on the procurement process.

6.1.1 Posters/Banners at RBK and other prominent locations reg FAQ & MSP rates.

DM (APSCSCL/ AP MARKFED) /JD, Agriculture also shall give wide publicity about the MSP rates, quality specifications and create awareness among the farmers. They shall organize publicity through electronic and print media, posters and leaf lets.

6.2. e-Crop booking – genesis for all procurement operations

VAA shall take all necessary details of farmers including Aadhar card details, land and crop and enter the details into e-crop portal. The data entered in e-crop portal shall be integrated with the Paddy procurement portal. District wise and RBK wise paddy variety details, its production and harvest schedule shall be given in advance by Agri. Dept. to APSCSCL/ AP MARKFED.

Procurement of paddy shall be done only based on e-Crop and e-KYC data of Agriculture department. All the farmers (including tenant farmers) must have been registered in e-Crop portal by VAAs before the commencement of paddy procurement. Therefore, JD Agri. shall ensure VAAs to expedite e-Crop booking and e-KYC of the farmers' bank accounts before the commencement of procurement to enable smooth procurement operations.

The 3 steps involved in e-crop booking are (a) booking of farmer details at RBK in e-crop portal, (b) VAAs to visit the field and record the actuals through geo-coordinates, (c) after field verification, VAAs to complete e-KYC entry process.

6.3. e-KYC for farmers – collect Aadhar linked bank accounts

Aadhar based payment shall be made to farmers based on e-Crop and e-KYC data shared by Agri. Dept, within 21 days of the procurement. If any FTO is rejected due to error / wrong entry in eCrop and eKYC. APSCSCL to send the rejected FTOs back to Agriculture Dept. for its rectification and regeneration of correct FTO shall be done to ensure payment to farmers.

The VAA should also ensure that the right bank details along with the active phone numbers of all the farmers are captured and facilitate the display of farmer-wise payments on notice boards of RBKs/Village Secretariats. VAA shall ensure that entry of bank accounts from other states not entered in eCrop portal during e-KYC entry process.

6.4. Identification of Paddy Procuring RBKs:

The APSCSCL and AP MARKFED shall identify all the paddy procuring RBKs from the respective districts with usage of eCrop and eKYC data. DM, APSCSCL / DM, AP MARKFED to submit the list of identified RBKs to JC(RB&R) with quantity to be procured. The categorization of the RBKs as given above for setting up the PPCs shall be done immediately,

6.5. Mapping of PSA with the PPC at RBK:

PPC at RBK must be mapped with the PSA based on the proximity, and the volume of paddy arrivals for those RBKs. District Procurement Committee under the chairmanship of Joint Collector & EOED is the competent authority for paddy procurement operations in the districts and for mapping PSAs to PPCs at RBKs. For example: 1 Category A PPC to 1 PSAs or 2 Category B PPCs to 1 PSAs or 3 Category C PPCs to 1 PSAs. Mapping decision can be taken based on proximity, PSAs capacity to handle procurement and convenience to farmers. JC (RB&R) shall issue proceeding for the same and send the copy of proceeding to HO APSCSCL/AP MARKFED.

6.6. Mapping of Mills and PPCs at RBKs

JC (RB&R) shall issue the proceedings for mapping of PPC at RBK to the mills. PPCs at RBKs shall be mapped with the mills within the Mandal so that it will give a flexibility for transportation and will prevent the traders from affecting the overall procurement process. District Supply Officers under the supervision of Joint Collector (RB &R) will map the mills in the respective Districts with paddy growing farmers and their respective PPC at RBK duly taking a Bank Guarantee in 1:1 ratio to the paddy value to allotted before the commencement of procurement season by adopting the optimum distance model (for minimal transport charges) to transport the paddy, thus resulting in lower expenditure to the PPC at RBK. This would also ease the tracking of the movement of procured paddy for the farmers and PPC staff. In this process, care shall be taken that no miller shall become monopoly or control paddy procurement operations in any PPC at RBK.

6.7. Manpower hiring by PSAs at PPC at RBK:

PSAs shall hire the prescribed manpower for 2.5 months (75 days) for KMS 2021-22 as prescribed for each category of RBKs and train and place them at all RBKs at PPCs in order to take up paddy procurement operations smoothly before the procurement starts. DM, APSCSCL/DM, AP MARKFED after discussion with JCs (RB&R) can shift manpower from one PPCs (where procurement completed) to another PPCs (where procurement still going on) and engage them for 60 or 45 days also in categories B and C RBKs according to the workload and period of arrivals of paddy for procurement at PPCs during the procurement season to optimize the cost. JCs (RB&R) have the flexibility and authorized to extend the duration of hired manpower from proposed 2.5 to 3 months wherever it is required based on need and local circumstances.

The manpower to be hired as prescribed in the given table by PSAs at PPC at RBKs:

Type of Manpower	Cat A - > 2000 MTs	Cat B - 1000 – 2000 MTs	Cat C - < 1000 MTs
VAA as Supervisor	1	1	1
Technical Assistant	1	1	1
Procurement Assistant cum DEO	1	1	0
Helpers	3	2	1
Total Manpower (excluding VAA)*	5	4	2

The required manpower like Technical assistant, Data entry operator and Helpers need to be engaged by the PSAs and to be positioned at PPC at RBKs well before the procurement season starts. The VAA acts as the overall Supervisor and monitor procurement at PPC at RBK and issue duty certificate for all PPC staff. PSA shall pay honorarium to its PPC staff on production of duty certificate issued by VAA.

6.8. Training to all stakeholders for paddy procurement operations:

All district officials, PSAs, PPC staff, VAA and all other functionaries involved in the procurement operations are shall be trained by JC (RB&R)/DM, (APSCSCL/

AP MARKFED). This training will cover modules required for the whole procurement process including awareness to farmers, quality assessment, weighment, acknowledgement, data entry into the portal regarding the acceptance of the Paddy, pushing for payment etc. These training sessions will take place at PPC at RBK, Mandal and revenue division level in all the districts. The district level officers such as DM, office staff of APSCSCL and AP MARKFED will be suitably oriented towards the new system of Paddy procurement, keeping the PPC at RBK as nodal agency. The trainings for district level officers shall be conducted in virtual mode.

6.9. Facilities and equipments at the PPC at RBK

For successful procurement operations, PSA shall arrange all facilities and equipments at PPC at RBK such as Computer and Printer (on hiring basis), Moisture meter, Weighing Scale, Tarpaulins, Analysis Kit (which includes Field Balance, Magnifying lens, Scoops and Calipers), Husk Removers, Pokers, Sieve Set etc. PPC shall also have basic facilities such as table, chair, drinking water, stationary tools, internet provisions, telephone connection, notice boards etc. to effectively carry out the paddy procurement operations. The PPC staff shall be trained to use the equipments before the procurement season starts. Following is the breakup of the requirements of the facilities and equipments in PPC at RBK as per categorization:

Item	Cat A - > 2000	Cat B - 1000 - 2000	Cat C - < 1000
Tab	1	1	1
Moisture meter	3	2	1
Winnower	1	1	1
Weighing Scale	4	2	1
Tarpaulins	20	10	5
Analysis Kit (Field Balance, magnifying lens, scoops, calipers)	1	1	1
Husk Removers	1	1	1
Pokers	1	1	1
Sieve Set	1	1	1
Computer	1	1	1
Laser Printer	1	1	1
No of RBKs	**631**	**1128**	**5125**

PSAs shall identify the space near to PPC at RBK premises for storing the paddy in case of unseasonal rains or natural calamities etc. PSAs shall identify space for gunny storage near PPC at RBK premises.

6.10. Agreements with Millers and to obtain Bank guarantee from Millers

The DSO shall ensure the collection of Bank Guarantee on time and submit the relevant reports to Head Office. The DM, APSCSCL shall also coordinate with DSO to perform the same. No Millers shall be allotted paddy without the collection of Bank Guarantee and agreements.

6.11. Mapping of paddy varieties, mills to PPCs at RBKs

Mapping of the PPC at RBKs which procure Sortex varieties to the mills with infrastructure for Sortex varieties, should be ensured beforehand by the DSOs, AP State Civil Supplies Department. Similarly, PPC at RBKs which procure non

Sortex varieties can be mapped with the mills which need not have the infrastructure for processing the Sortex varieties.

All the necessary steps have been taken to motivate the farmers to sell their produce particularly of Swarna and akin varieties at PPCs at RBKs in addition to the normal varieties of paddy. As per the proposals of Govt of AP the CMR received is distinguished as Swarna and Akin varieties and as normal varieties and instructed the rice millers to deliver Swarna and Akin varieties exclusively to APSCSCL under Sortex varieties, and the other raw rice varieties to FCI.

The Govt of AP will accept CMR only which are suitable for raw rice. As per the instruction from FCI, CMR which are suitable for boiled rice will not be accepted by FCI. Hence, the norms shall be strictly followed by JC(RB&R)/DM, APSCSCL to procure the right variety of rice for CMR under DCP and Central pool.

6.12. Rice Fortification

Like distribution of sortex rice, target is being given by Govt. of India for fortification of rice. All rice millers shall install the required blending machinery (Automated) for blending of Fortified Rice Kernels with CMR during custom milling stage in 1: 100 ratios, as per GoI guidelines the availability of blending facility of Fortified rice in every rice mill is mandatory.

The rice millers should procure the FRK directly from the FSSAI empanelled/authorized FRK manufacturers who will be required to submit Certificate of Analysis from independent third-party NABL laboratories for the FRK to the respective State Food Safety Authorities and its District officers before the FRK is moved to the mills for blending.

FRK Requirement will be communicated to the districts separately to Districts / FCI.

6.13. Managing the gunny bags requirement for paddy procurement

The gunny bags requirement will be managed through multiple ways – by collecting the used gunnies from the FP shops and collecting the used gunnies from the millers, or from any other available sources.

6.14. Procurement, mobilization and management of used gunny bags

APSCSCL have been collecting gunny bags, used for PDS, from FPS Dealers and kept available for use of farmers. JC (RB&R) shall estimate RBK wise requirements and distribute available gunny bags to all PPCs at RBKs. JC (RB&R) shall facilitate remaining requirement of gunny bags by mobilizing the same from millers and other sources and hand them over to PPCs at RBKs as per their requirements. And the gunny bags shall be put under custody of PPCs at RBKs and subsequently distribution to be done for paddy packing at farmgate.

PPCs shall furnish gunny bags utilization report to DM, APSCSCL/AP MARKFED from time to time. The usage charges of gunny bags for paddy procurement to the millers will be paid according to the cost sheet of GoI. PSAs shall be held accountable for overall gunny management by their PPCs at RBKs. No miller/agents shall directly provide gunny bags to farmers for paddy filling. It is the responsibility of JC(RB&R)/DM, APSCSCL shall coordinate with transporter

to ensure carrying gunny bags to farmgate for paddy procurement in coordination with PPC at RBKs. The PSAs shall make ensure the accountability of all the gunny bags including the leftover gunny bags of farmgate and furnish the same to DM, (APSCSCL/AP MARKFED) after completion of paddy purchase operation at farmgate.

DM, (APSCSCL/AP MARKFED) should prepare advance planning of requirement of gunny bags for paddy procurement and submit report to Head Office without fail. All the procuring Districts should convene meeting with Rice Millers headed by Joint Collector & EO ED concerned and assess availability of used gunnies with rice millers for paddy filling. All procuring Districts should assess requirement of used gunnies for the paddy expected to be purchased and availability of used gunnies with APSCSCL and with Rice Millers for filling of paddy before commencement of paddy procurement operations. JC (RB&R) and DM, APSCSCL shall ensure that is no shortage of gunny bags for paddy packing in any PPC at RBK.

Stage-II transport contractors shall collect the empty jute bags from the FPS dealers and hand over to the MLS Point In-charge duly obtaining the acknowledgement from the concerned MLS Point In-charge, who shall ensure to collect back the gunnies from respective FP Shop dealer after completion of PDS distribution, in 50 bags as one bundle and store in the godowns in countable manner. It is the responsibility of the MLS Point In-charge, that the gunny bags collected from FP Shop dealer should be sound gunnies for usage of paddy filling. Upon failure, disciplinary action will be initiated against defaulter MLS point In-charge and liquidated damages will be collected.

The DM, APSCSCL shall instruct all the MLS Point In charges to maintain gunny bag account for every FPS separately indicating number of gunnies delivered, number of gunnies received, and the balance to be received. The DM, (APSCSCL/AP MARKFED) shall pool the empty jute gunnies received from FP Shops and store them in safe custody and maintain proper account for the empty gunnies separately and FP Shop wise. FPS dealers and Traders / merchants dealing with the gunny bags in the state are strictly prohibited to buy or sell the gunnies stenciled with APSCSCL logo in open market. All such bags shall be handed over to APSCSCL. The gunny bags will be carried by the transport contractor from the MLS point under the guidance of DM, (APSCSCL/ AP MARKFED), DSO and ASO to PPC at RBK or farmgate or utilize or as per the guidance of PSAs.

7. Procurement process:

7.1. Registration and Coupon generation at PPC at RBK

Paddy procurement portal shall have a provision to capture the readiness of the harvested paddy of a farmer whose e-Crop booking has already been recorded, for procurement at PPCs at RBKs.

Data entry operator shall register farmer willingness for selling paddy in PPC portal with entering details of date, time and quantity to be procured as per the convenience of farmer. Coupon shall be generated by PPC staff at RBKs for procurement (mentioning date & time of procurement) and a printed copy of the coupon shall be given to farmers. The coupon may carry information regarding MSP and FAQ norms.

7.2. Schedule the visits of PPC staff to farmgate

Based on the time and date mentioned in the coupon, the technical staff at RBK shall visit the farmgate along with helpers. Technical staff shall carry the sample from the harvested paddy from the farmgate and do quality assessment at PPC at RBK. In case the farmer is not ready for any extraneous reasons the Technical Assistant has to schedule their visit as per the convenience of the farmer.

7.2.1. FAQ norms of Paddy

The Fair Average Quality (FAQ) Specifications for the paddy has been prescribed by GoI to ensure edible quality of rice to the targeted beneficiaries. The FAQ norms for the paddy are as follows:

S. No	Refractions	Maximum Limit (%)
1	Foreign matter	
	a) Inorganic	1.00
	b) Organic	1.00
2	Damaged, Discolored, Sprouted and Weevilled grains	5.00 *
3	Immature, Shrunken and shriveled grains	3.00
4	Admixture of lower class	6.00
5	Moisture content	17.00

Note: Damaged, Sprouted, and weevilled grains should not exceed 4% and the analysis is to be followed as per BIS Method.

7.2.2. Quality assaying – Moisture test and Plate analysis

The moisture test is performed using a certified digital moisture meter (which is to be rightly calibrated before the starting of procurement season). Moisture content of the paddy shall be checked at PPC at RBK by Technical Assistant (TA). Since transparent recording of moisture content is crucial factor in paddy procurement, TA shall take utmost care and caution while recording the same. If there is any difference in moisture content checked at PPC at RBK and mills, the lowest moisture content shall be accepted by the miller. In case of dispute or grievances, Custodian Officer at mill gate shall examine the issue and ensure it is resolved and paddy is accepted by the millers. Also, the photograph of moisture meter reading shall be uploaded in PPC portal. If there is any issue regarding the moisture content, redressal can be done based on photograph as an evidence.

The farmers shall be sensitized and properly guided to bring the paddy in accordance with the FAQ norms. If paddy quality is not according to FAQ norms, technical staff should advise farmers about drying and other FAQ norms to meet the norms and similarly rescheduling of paddy purchase is to be done and intimate the farmers accordingly. Same process of procurement shall be followed once paddy is ready in adherence to FAQ norms.

7.3. Tracking the e-crop booking and open market sales:

Farmers may sell their paddy in the open market as well, apart from paddy procurement by PPCs at RBKs. Open market sale of paddy by farmers shall be recorded in the paddy procurement portal (for which provision is already

available in Paddy Procurement Portal). Once procurement is completed pertaining to one survey number of a farmer in the open market, no further procurement against those survey numbers shall be permitted in the system to avoid any wrong booking of procurement. If any farmer has multiple survey numbers, once paddy procurement is completed for all survey numbers, system shall block such survey numbers and no more procurement shall be allowed against such survey number.

Survey numbers of preferred variety sown, and the variety sown for self-consumption and export shall be blocked in e-Crop system by the Agri Dept. If any farmer who cultivate preferred variety and approach PPCs at RBKs for procurement, it shall be thoroughly examined by VAA since the concerned VAA entered the details in e-Crop portal. APSCSCL shall provide separate provision for allowing preferred varieties in PPC Portal if farmers are willing to sell that variety of paddy at PPCs at RBKs.

District wise and RBK wise paddy variety details and its production shall be given by Agri. Dept. to APSCSCL/ AP MARKFED. Information shall be examined, and appropriate action must be taken to block all survey number with preferred varieties sown in e-Crop Portal as to prevent fake bookings in Paddy Procurement Portal.

Information on the survey number of farmers for whom rice is procured by millers for export purpose shall be collected and examined with reference to paddy procurement completed data available in Paddy Procurement Portal and such survey number shall be blocked in the system. Also, the procurement quantity of paddy from each farmer shall be restricted to potential yield of their cultivation according to the variety of paddy. Mechanism has been developed for the same in paddy procurement portal used by APSCSCL/ AP MARKFED. The potential yield of paddy procurement shall be decided based on Crop cutting experiment data of Agri. Dept. Commissioner, Agriculture shall share the information with APSCSCL/ AP MARKFED.

7.4. Arrangement of Hamalis for filling, weighing, stitching, and loading of paddy by PSAs:

PSAs shall arrange adequate number of Hamalis required at farmgate in time for filling, weighing, stitching, and loading of the paddy to be procured. PSAs to ensure that the enough Hamaalis shall be engaged throughout the season, to conduct the procurement operations at farmgate without any problems or delay.

7.5. Filling, weighing, stitching, and loading of Paddy at farmgate:

By using the Hamalis arranged by PSA, after filling paddy gunny bags may be weighed using the rightly calibrated digital weighing scale at farmgate, in the presence of farmer. Once the weighing is confirmed, the bags shall be stitched properly by the Hamalis. The packed gunny bags will be then loaded into the GPS/mobile tracking enabled vehicle arranged by APSCSCL appointed transporter/contractor or farmer's vehicle to carry the paddy from farmgate to the mill gate

The PSA will facilitate the hamailes at farmgate and the farmers will not be paid gunny charges..

7.6. Truck sheet generation:

Once the paddy is loaded into the paddy transport vehicle, truck sheet with mentioning of survey number has to be generated by the PPC staff and to be handed over to Paddy transporter and Custodian officer at mill gate. Paddy transport vehicle driver has to carry truck sheet along with him.

7.7. Arrangement of paddy transportation from farmgate to the mills:

Once the truck sheet generation is completed, the paddy transport vehicle to shift paddy from the farmgate to the mill premises. The transport contractor vehicle should mandatorily carry a GPS/mobile tracking device to ensure that each bag of procured paddy is being tracked throughout the process. Farmers can accompany transport vehicles if they wish to.

As per GoI instructions, transport contractors are shall be appointed for each district. Accordingly, the rates will be finalized as per the tender process duly adopting the Schedule of Rates (SoR) approved by State Level Committee, and this finalized rate will be considered for paddy transportation. In case of farmer transporting the paddy to the rice mills, paddy transport charges will be paid as per the tender rates directly to farmer's account. It is very important for PPC staff to enter the details of farmers in the portal to avail paddy transportation charges.

The appointed contractors shall also transport the paddy to the deficit districts as per the allotment orders issued by the competent authority, and they shall make available adequate transport fleet, with GPS/ Mobile tracking for sending paddy to the identified and tagged rice mills from time to time. Since the transportation process will define the overall pace of the procurement, it is crucial to arrange the required number/type of vehicles in time at each PPC at RBK.

PPC staff shall inform the transport contractors on the type and number of vehicles required at each PPC at RBK. The appointed transport contractors shall make available adequate transport fleet, with GPS/ Mobile tracking for sending paddy to the identified and tagged rice mills from time to time. Transport contractors shall be responsible for unloading of the paddy at mill premises.

7.8 Acknowledgement and acceptance of paddy in Paddy Procurement Portal by Millers:

The miller shall accept the paddy at the mill gate and same may be acknowledged in the paddy procurement portal. If there is any grievance arises, the officer positioned at mill gate to address all grievances related to paddy acceptance & acknowledgement by the millers.

7.9 FTO generation by PPC staff:

Once paddy is accepted and acknowledged by the millers, the PPC staff shall generate Fund Transfer Order (FTO) and handover the printed copy to farmer and keep one copy at PPC at RBK for future audit purpose. FTO generated and acknowledged in miller's login will automatically reach into the login account of DM, APSCSCL.

8. Post procurement process

8.1. Deploying officials of various departments to monitor paddy procurement operations:

District Collectors shall identify officials of Civil Supplies/Agri Marketing/ Cooperative/ Revenue dept and position them at mill gate to address all grievances related to paddy acceptance & acknowledgement by the millers. District Collector shall deploy officials from other departments at Mandal level to monitor paddy procurement operations. They shall take up random inspection of PPCs at RBKs and mills and report to District Collector and JCs (RB&R), if there are any issues.

8.2. Timely MSP payments to farmers:

The DM, APSCSCL verifies and recommends for the payment to the farmer within 24 hours. Same information will automatically reach to login account of Head Office, APSCSCL. Finance section of HO, APSCSCL shall initiate Aadhar based payment to farmers. This is done to enable quicker transactions to the farmers, thus making the overall process much simplified. The bank accounts of other states shall not be permitted for farmer payments to avoid fraudulent payments. DM, APSCSCL shall process bills of three districts allocated to AP MARKFED for paddy procurement in coordination with DM, AP MARKFED of concerned district. Aadhar based payment shall be made to farmers based on e-Crop and e-KYC data shared by Agri. Dept within 21 days of the procurement.

8.3. Online monitoring system:

JCs (RB&R), DMs (APSCSCL/ AP MARKFED) and DSO will be provided with dashboard to track the RBK wise, day wise procurement and Mill wise CMR delivery. In case any slackness or deviation is found, the concerned officers shall swiftly take suitable measures to rectify and ensure hassle free procurement operations.

A real time monitoring system of paddy procurement shall be developed by APSCSCL and put in place. Necessary action shall be taken on any deviation in paddy procurement process at appropriate level.

9. Grievance redressal mechanism:

Any grievances from the farmers shall be addressed by PPC at RBK at the earliest, to ensure that the whole procurement process is carried out seamlessly and that it achieves its actual intention of benefitting the farmers. If it is not addressed immediately by PPC at RBK, then JC (RB&R)/DM, APSCSCL/AP MARKFED/DSO shall intervene immediately and address the issue

9.1. SPANDANA application:

Any grievances from the farmers received through SPANDANA application will be assigned to the concerned officers at District/Mandal/RBK level and quick actions will be ensured from the assigned officers.

9.2. Gram/Ward Sachivalayam:

Any grievances from the farmers received through GSWS also will be directed to SPANDANA application and will be further assigned to the concerned officers at District/Mandal/RBK level and quick actions will be ensured from the assigned officers.

9.3. Toll free numbers:

The calls received through toll-free numbers. 1-800-425-1903/ 0866-4251903 are noted, and this will also be directed to SPANDANA application from where it will be further assigned to the concerned officers at District/Mandal/RBK level and quick actions will be ensured from the assigned officers

10. Measures to prevent procurement of paddy from other states:

The Joint Collector (RB&R) shall ensure that the Inter-state borders are closely monitor and prevent the inflow of paddy from other states. If there is any excess procurement over and above potential yield of land (survey numbers), it shall be enquired and thoroughly checked on the field during procurement process in order to check entry of paddy or rice from the other states or any fraudulent means into our system.

11. Expenditure management by PSAs to run PPCs at RBKs

It is decided to take all measures for efficient financial management of PPCs at RBKs by PSAs. Since, PSAs are engaged to run all the paddy procurement operations at PPCs at RBKs, it is the responsibility of PSAs to manage all the expenses to optimal level.

APSCSCL will pay commission to societies as per mentioned in the cost sheet of Govt. of India/Food Corporation of India on monthly basis. APSCSCL will pay the gunny usage charges to PSAs to the extent of gunny bags arranged and used by them for paddy packing as per the usage charges mentioned in the cost of GoI/FCI.

JC (RB&R) shall make clear to PSAs to follow the costing mentioned in provisional cost sheet of GoI/FCI strictly and closely monitor and review the expenditure rigorously incurred by PSAs to run PPCs at RBKs. JCs (RB&R) shall direct DM, APSCSCL/MARKFED to submit expenditure report along with necessary documents to HO, APSCSCL to facilitate regular payment to PSAs in order to carry hassle free paddy procurement operations at PPCs at RBKs.

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